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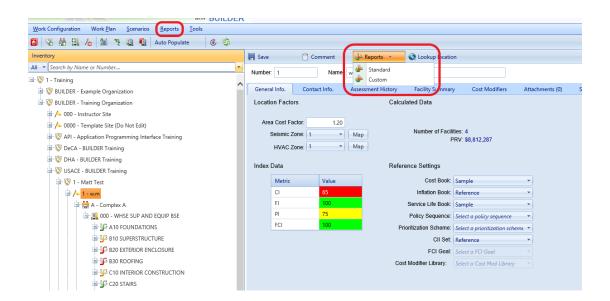
Paul Paisley - 2020-08-28 - Comments (0) - Frequently Asked Questions

Question:

How do I get a list of all the components of a certain type from my site or complex?

Answer:

Option 1: Available to users with appropriate access: Go to the Inventory module and select the site or complex that you want to run the report against. Click on the Reports button on the content toolbar and chose the Custom option. Select Final 3 Report to get general component information, or Final 4 Report to get detailed component information, then run the report in the window. The resulting data can be exported to MS Excel, where you can filter on the component type to show only certain types of components.



Option 2: To view details of a specific section, drill down in the Inventory tree to the Section level (i.e. D302001 Boilers Gas...). After selecting this node, the right pane will change to the Boiler specific information. This pane has a tab titled "Section Details" with information collected from an ID plate such as mfg., serial number, etc.



- <u>component</u>
- <u>custom</u>
- <u>Inventory</u>
- Reports
- <u>section</u>
- <u>Section Detail</u>